

Minutes of November 28, 2007

Meeting called to order at 6:07 pm

In attendance: Evelyn Wheeler, Edna Kent, Roger Beaudry, Sally Small, Rosemarie Mello, Peggie Malcom, Bruce MacGunnigle, Paul Robinson, Lee Teverow, Dave Kirchner

Old Business:

1 Meeting minutes from October 24, 2007 – several minor corrections were noted

Motion to approve minutes with corrections noted: 9 – 0 in favor

2 Next meeting confirmed – April 30th at the Chepachet Senior Center or Town Hall

New Business:

3 All Commission members are asked to encourage Historical Societies in their communities to start a cemetery committee or an Adopt a Cemetery program

4 Commission Meeting Rules and Regulations discussion

1. Meetings will be held on a quarterly basis on the last Wednesday of the month and at the call of the Chair for special meetings

2. Notice of meetings to be posted on the Secretary of State website in accordance with open meeting laws

3. Minutes of meetings will be posted on the Secretary of State website in accordance with open meeting laws

- 4. Follow most recent Roberts Rules of Order if there is an issue**
- 5. Quorum shall constitute 50% of membership + 1**
- 6. Members will demonstrate a commitment to the organization's mission**
- 7. Members will contribute his/her skills and knowledge**
- 8. Members will inform him/herself on issues that affect the organization's goals**
- 9. Members will attend all meetings, and not miss more than three consecutive, unexcused**
- 10. Brief discussion of the Commission's role when new cemeteries are discovered**

5 Motion to convene into Executive Session at 7:02 pm: 10 – 0 in favor

6 Quarterly meeting called back into order following Executive Session at 8:00 pm

7 Motion to seal Executive Session meeting minutes: 10 – 0 in favor

8 Motion to table further discussion of the Commission's role when new cemeteries are discovered: 10 – 0 in favor

9 Discussion regarding the Department of Transportation's progress with re-interring the remains of 67 individuals from the State Farm cemetery

11. The genealogical notification was run in local newspapers in accordance with the law, and no direct ancestors have come forward to date

12. Using an 1887 plot map and a main index at the state archives, some individuals without name plates have been identified

13. The Cranston City Council is scheduled to review the permit to re-inter 65 of the individuals on December 17th

10 Job Corps has 200 students ready to assist in all aspects of cleaning and documenting cemeteries – they will start in Exeter, where they are based, but can expand to other areas of the state:

14. Repairing stone walls and gates

15. Debris clean-up and removal

16. Signage inspection and GPS recording

17. Program set up to record project

18. Documenting head stones

19. Manual will be written for future classes and years

11 Seniors Helping Others (SHO) has 700 volunteers

12 Meeting with Retired and Senior Volunteer Program (RSVP) in December

13 Possible projects for volunteers

20. Cross referencing burial records from assorted documents

21. Researching property deeds to find easements or rights of way

22. Entering information into the computer

23. Checking cemeteries for disrepair, signage, etc...

24. Dosing GPS readings of cemeteries

25. Writing news reports, letters, etc...

26. Documenting stones

27. Writing history programs

28. Writing brochures

29. Etc...

Regular meeting adjourned 8:33 pm

1 Open Forum

1. Discussion regarding construction in Johnston near a historical cemetery

2. 75 copies of the North Kingstown cemetery book available for \$10.00 – call Althea at 295-5684 if interested

3. Town of West Warwick still looking into the formation of a Cemetery Commission

Meeting adjourned 8:45 pm

Respectfully submitted by Emily Corbett